

**DESIGN REVIEW BOARD
MEETING MINUTES**

February 12, 2014

36 Bartlet Street

3rd Floor Conference Room B

Call to Order:

The meeting was called to order at 6:30 p.m. Present were members Eric Daum, Suzanne Korschun, Anita Renton and Ann Constantine.

SIGN APPLICATIONS

H & R Block, 77 Main Street

DRB-14-03

Mr. Roland Paradise of New England Sign and Awning presented the application for an attached sign. The sign is 2' x 18', replacing the existing sign. H & R Block is changing all their signs. The letters are ½" set on a black ½" background. They will use the existing down lighting. The green square block logo is the same size as the lettering. The board would like to see the letters reduced to 16".

Mr. Daum moved to accept the application as submitted with recommendation that the lettering and block be reduced to 16".

Ms. Renton seconded the motion

Vote: Unanimous (4-0)

Orange Leaf, 28 Park Street

DRB-14-04

Mr. Dave Pierre of Orange Leaf presented the application. Due to the current expansion they want to add an awning over the extended exterior area. They intend to install a small awning closer to Ciampa with an egress door. The awning companies they spoke to noted that it would be difficult to have a continuous awning because of the different heights. The middle panel will be a board sign with goose neck lighting. The sign is 24" x 96". The graphic, if considered the exempt 5' graphic, would be allowed per the by-law. The DRB suggested decals on the windows, discussing what would be allowed. Mr. Pierre intends to frost the bottom of the windows.

Mr. Daum moved to accept the application as submitted.

Ms. Renton seconded the motion

Vote: Unanimous (4-0)

DISCUSSION

Advertisement on the fences at baseball fields: Mr. Weeden suggested that simplicity of color and design is important. "It is signage on municipal property" and should be reviewed by the DRB.

Shawsheen Plaza: sandwich boards and flag signs. Mr. Weeden will send a complaint to the building division regarding these signs.

MINUTES

Meeting of January 8, 2014

Mr. Daum motioned to accept the minutes as submitted.

Ms. Korschun seconded the motion.

Vote: Unanimous (3-0)

Ms. Renton was absent from the January meeting.

Discussion:

New Member Search

Ms. Constantine spoke with a landscape architect who might be interested but not at this time. The board would like to see a design professional.

Letter to business owners and property owners in the GB and MU Distructs: Ms. Constantine will draft a letter. The board discussed what they would like in the letter.

Adjournment

There being no further business, the meeting of the Design Review Board for February 12, 2014 was adjourned at 8:40 p.m.

Respectfully Submitted,

Patti D'Agata